

**SAQA is mandated by statute to oversee the further development and implementation of the National Qualifications Framework, ensuring quality qualifications, which lead to the full development of each learner and the social and economic development of the nation at large.**



## **MANAGER: PROFESSIONAL BODIES**

**All-inclusive remuneration package of R 958 824 – R 1 125 825 per annum**

The South African Qualifications Authority (SAQA) is a statutory public entity that operates under the NQF Act, No. 67 of 2008. SAQA seeks to appoint a Manager: Professional Bodies. The successful candidate will manage the processes leading to recognition of professional bodies and the registration of professional designations. To address all queries and complaints received from the public and professional bodies. To ensure that recognised Professional Bodies continue to adhere to SAQA's Policy and Criteria, including the payment of annual fees or fees for services rendered. To provide the Professional Bodies Committee with good quality information to inform their decision making.

The most eligible candidate must hold an appropriate and recognised qualification at qualification at NQF level 7 on the 10-level NQF or equivalent qualification at NQF level 6 on the 8-level NQF. A relevant and recognised qualification at NQF Level 8 on the 10-level NQF or equivalent qualification at NQF level 7 on the 8-level NQF will be advantageous.

A minimum of 2 years' management level experience with knowledge of the South African government education and training policies and systems. Excellent people skills and the ability to build relationships with NQF partners and customers as well as excellent verbal communication and presentation skills. Knowledge in the interpretation of law and litigation process will be advantageous.

The incumbent must have a good knowledge of legislation such as the NQF Act, PFMA, policies in the professional body space, project management, and financial management.

Characteristics of a transformational leader with strong managerial skills, a clear vision, and focused action would position the candidate favourably.

The key performance areas of this position are to:

- Effectively oversee and manage the recognition of professional bodies and the registration of professional designations.
- Manage, grow and maintain strategic relationships with professional bodies and other relevant stakeholders.
- Manage relevant policy implementation and policy revisions.
- Oversee the meeting packs for SAQA committees and monitor and manage the implementation of recommendations and advice and the decisions of the SAQA Board.
- Address all inquiries received relating to issues concerning professional bodies.
- Monitor and ensure adherence to quality-of-service standards and end-to-end process workflows relating to servicing professional bodies.
- Ensure that recognised Professional Bodies continue to adhere to SAQA's Policy and Criteria, including the payment of fees for services rendered; and
- Provide the SAQA committees with good quality information to inform their decision-making.

**Applicants are required to attach an application letter together with their curriculum vitae and at least three references.**

**The successful candidate may structure the total package for a 13th cheque. Housing, medical aid, and pension allowance are included in the total package.**



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**To apply for this vacancy please use the following link: <http://hr.saqa.co.za>**

**Closing date: 31 January 2024**

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SAQA will verify credit and criminal records as well as qualifications (A SAQA evaluation certificate will be required for all foreign qualifications). SAQA reserves the right not to make an appointment to the advertised post and will only communicate with shortlisted candidates.

